



## Coach Scholarship Programme Guidelines – November 2020 Update

### Overview

At the CSS Management Committee on October 26th the decision was made to reopen the Coach Scholarship Award Scheme. This scheme makes up one of our two award schemes, the second being the club development award scheme.

We are not expecting any income prior to April 2021. This means that it is not financially viable to reopen both award schemes at the moment without heavily restricting the award amounts.

We have noted the demand for coach scholarship support as more opportunities are offered virtually and see the reopening of this scheme, under new guidelines, as a means to support as many clubs as we can within our streamlined resource.

### Application

Applications will still be made via the 'Coach Scholarship Application form', available on our website: <http://www.clubsportstirling.org.uk/coach-development.html> or through a direct request to our central email address: [clubsportstirling@activestirling.org.uk](mailto:clubsportstirling@activestirling.org.uk). All guidance within the form (such as eligibilities & where to submit) still applies.

### Awards

Our aim is to award between 50% & 90% of the courses total, subject to a maximum of £150 for an individual award. Individual awards over £150 may be granted in special circumstances with the agreement of the Management Committee. Additional limits for Clubs may be applied, depending on demand.

**Please Note:** We are taking the reintroduction of the award scheme as a fresh start, with any applications made during the period the award scheme was closed (March-October 2020) not being valid and in need of reapplication. If you are unsure if you have an application that would require resubmission please let us know and we can advise.

### Deadlines

To help administer and make awards in line with our new guidance, we will be introducing monthly evaluation of applications. Applications can be made at any time and should be at least three weeks before the start of a course - retrospective applications will not be considered. The deadlines for the



evaluation are in conjunction with our management committee meeting schedule and will help us to collate and make collective decisions towards the above aim. The deadlines are as follows:

Deadline	Committee Meeting
November 26th 2020	November 30 <sup>th</sup> 2020
January 7th 2021	January 11 <sup>th</sup> 2021
February 4th 2021	February 8 <sup>th</sup> 2021
March 4th 2021	March 8 <sup>th</sup> 2021
April 2021- TBC as we will review process as part of our AGM	

**We will aim to notify you of the decision regarding your application A.S.A.P after the committee meeting.**

#### Confirmation

If your application is successful, details of your scholarship award will be explained via email. All course administration must be completed by you. It will be your responsibility to inform ClubSport Stirling when you attend and complete any aspect of your course

#### Funding & Payment

Course Receipts or invoices must be sent to ClubSport Stirling at [clubsportstirling@activestirling.org.uk](mailto:clubsportstirling@activestirling.org.uk) within 2 months of the dates given in your application on completion of your courses (along with a photocopy of your certificate if possible). If any of your course details change please contact ClubSport Stirling as soon as possible. If your course takes over 6 months to complete please keep ClubSport Stirling updated on the progress of your course.

#### Award Validity

This scholarship award is valid for 9 months on receipt of your confirmation email. Should circumstances change and your course is cancelled or you can no longer attend the course, your award can be extended with the agreement of ClubSport Stirling prior to the end of the 9 months period. If no claim or communication has been received within the 9 month validity period then you will need to reapply for funding.

#### Commitment

As a current active coach within Stirling you will be expected to continue to provide your services locally within the club the award related to. All coaches are expected to promote fair play at all times and adhere to their National Governing Body Code of Conduct.